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"Words give wings to thoughts."

WORDS:

THEIR SPELLING, CHOICE, AND PRONUNCIATION.

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UNITED STATES OF AMERICA.

WORDS,

THEIR

SPELLING, CHOICE AND PRONUNCIATION

DESIGNED TO AID ONE
IN THE
USE OF HIS LANGUAGE BY CORRECTING HIS
SPELLING, ENRICHING HIS VOCABULARY
AND BY LEADING TO CORRECT
PRONUNCIATION OF THE
COMMON WORDS FREQUENTLY MISSPELLED.

39
1897

BY F. E. PLUMMER,
DES MOINES, IOWA, HIGH SCHOOL.

26514

CHICAGO:
A. FLANAGAN, PUBLISHER,
1888.

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A WORD IN OPENING.

To spell is difficult. All desire and should be able to spell well. To be able to spell, pronounce, capitalize, and punctuate correctly are accomplishments of which one may well be proud, since the manner in which one does these is the critical, crucial test of culture. We are to look upon spelling as an art, not that we may use, but that we must use, and it is a commendable ambition to desire to use it well.

The necessity of accurate spelling has given rise to the conception of the idea contained in this book. We have no need to know how to spell words save those we use We have important and imperative need to know how to spell words which we do use, while the spelling of the thousands of words which we may not use is of secondary importance to us and to learn to spell such words may safely and fittingly be left till the last. The words and expressions which make up and characterize the minister's vocabulary should be at his ready command as to spelling, choice, and pronunciation; the same is true of the lawyer and his vocabulary; of the scientist and the particular words he uses; and of the author and his chosen "wings of thought."

And so it is through the whole range of callings. To learn to spell words in common use and of one's own vocabulary that are liable to be misspelled, is a task sufficiently difficult. We are poor spellers to-day because the years devoted to the study of spelling were wasted in a vain attempt to master all the words in the English language. Could the student's time and energy, spent in learning how to spell, be concentrated upon the words of his vocabulary only, then he could spell well. Not only that: the words thus studied and contemplated would have been better comprehended and he would have greater freedom in their use.

Spelling is of practical use only in writing. The words of the writer's vocabulary are the words he will ever be called upon to spell. These are not so numerous but that, following a definite plan, he may master them.

This little work presents three practical ideas, namely:

First—In Part I., a simple plan by following which one may become an accurate speller.

Second.—in Part II., a simple, easy device by means of which one may enrich his treasury of expression.

Third.—in Part III., an expedient which, if pursued, will tend to correct the inaccuracies of one's pronunciation.

This book is not designed as a school text-book merely, although it is of great service to the pupil of any grade or school, affording a convenient receptacle for the missed words of his regular daily spelling lessons; it being a plain principle in teaching spelling that all pupils should be required to keep lists of the words they misspell, since those are the very words that should engage their attention and study. Teachers, earnestly desiring to improve the speech of their pupils, will scarcely fail to find this little work an invaluable aid in many ways. One means of benefit, which may not appear at first thought, arises, incidentally, from the use of Part II. The pupil or person is lead to note with developing powers of discrimination the finer and choicer expressions of author and orator while on the alert for gems to make his own.

But the book is especially helpful to all who are intent upon self-education. It is also intended to benefit those who are beyond the help of teacher and spelling-book; to benefit the countless numbers who, almost hourly, are humiliated by some scarcely excusable error in their mode of expression. It was prepared for those, whether they be in school or out, who wish to fix definite, correct habits of spelling, and for those who, from deficiency of education, or carelessness of manner, are in the habit of misusing the language.

The exceedingly low price of this book will enable all who are making the laudable effort to perfect their speech in the three essentials—spelling, choice of words, and pronunciation, to partake of the experience of the author, and the time consumed in the effort will scarcely be missed, while the wealth of returns, for the trifling expenditure of money and time, will be incalculable in the greater accurary and richness of speech thus acquired.

To all who believe that they should devote a little time and attention to their powers of expression—to pupils, teachers, laborers, authors, doctors, farmers, business men, ministers, lawyers, typewriters, stenographers,—to all of whatso-ever rank or occupation, this little treatise is respectfully submitted, with the hope that it may give them the ability to spell correctly, and increase materially, the number and choice of words at their command.

F. E. P.

INSTRUCTIONS AS TO USE.

Concerning Words Troublesome to Spell.

RULE I.

At any time, as when writing, a word you desire to use gives you trouble, look up its proper spelling and then carefully copy it, alphabetically, in this book, Part I., and make yourself familiar with the lists thus collected.

Concerning Words to be introduced into Vocabulary.

RULE II.

At any time, as when reading, you meet with a word that you do not use and with which you especially desire to enrich your vocabulary, carefully copy it, alphabetically, in this book, Part II., and make yourself familiar with the lists thus collected.

Concerning Words Frequently Mispronounced.

RULE III.

At any time when you feel in doubt concerning the correct pronunciation of a word ascertain its orthoepy and carefully copy it, properly syllabified, accentuated, and marked, in this book, Part III., and make yourself familiar with the lists thus collected.

PART I.

WORDS TROUBLESOME TO SPELL.

RULE I.—At any time, as when when writing, a word you desire to use gives trouble, look up its proper spelling and then carefully copy it, alphabetically, in this book, and make yourself familiar with the lists thus collected.

A

A

A

B

B

B

C

C

C

D

D

D

E

E

E

F

F

G

G

H

H

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M

N

O

P

P

P

P

Q

R

R

S

S

S

T

T

U

U

V

W

W

X and Y

PART II.

WORDS TO BE INTRODUCED INTO VOCABULARY.

RULE II.—At any time, as when reading, you meet with a word that you do not use and with which you especially desire to enrich your vocabulary, carefully copy it, alphabetically, in this book, and make yourself familiar with the lists thus collected.

A

A

B

B

C

C

D

D

E

E

F

F

G

H

I

J

K

L

L

M

M

N

O

P

P

P

Q

R

R

S

S

S

T

U

V

V

W

X and Y

PART III.

WORDS FREQUENTLY MISPRONOUNCED.

RULE III.—At any time when you are in doubt concerning the correct pronunciation of a word, ascertain its orthoepy and carefully copy it, properly syllabified, accentuated, and marked, in this book, and make yourself familiar with the lists thus collected.

A

A

B

B

C

C

C

D

E

F

G

H

H

I

J

K

L

L

M

M

N

O

P

P

P

Q

R

R

S

S

S

S

T

T

U

U

V

W

X and Y

APPENDIX.

A Literary and Business Man's "Kit o' Tools."

One can accomplish all of which he is capable only when he brings to his aid the tools most suitable in facilitating the consummation of the work he has in hand. All of the conditions upon which depend success, and, especially pre-eminence in one's calling, are not supplied unless a wise selection has been made of just such implements as will be most serviceable in accomplishing the results desired.

Believing that a proper and complete assortment of tools, with which to work is an essential factor, that must not be ignored by the literary or business man, who is to contest for place, power, or patronage, we wish to set forth, concisely, a few practical and reliable facts, which may enable any one to select more intelligently just those tools, that a literary or business man must have to work with in order to exercise his talents and powers most advantageously.

The following list of articles makes up a

"Kit o' Tools,"

that is indispensable to the busy office man, who wishes to make the most of his time and efforts.

This chapter is rendered especially useful from the fact, that careful discrimination has been exercised in selecting the best articles of

their kind manufactured; and, also, from the further fact that the address of the manufacturer or wholesale dealer is given that the purchaser's local dealer may order the goods without loss of time should he not have in stock what is desired. This feature of the chapter will be kept accurately revised to date.

"THE KIT O' TOOLS."

1. WRITING DESK.
2. CHAIR.

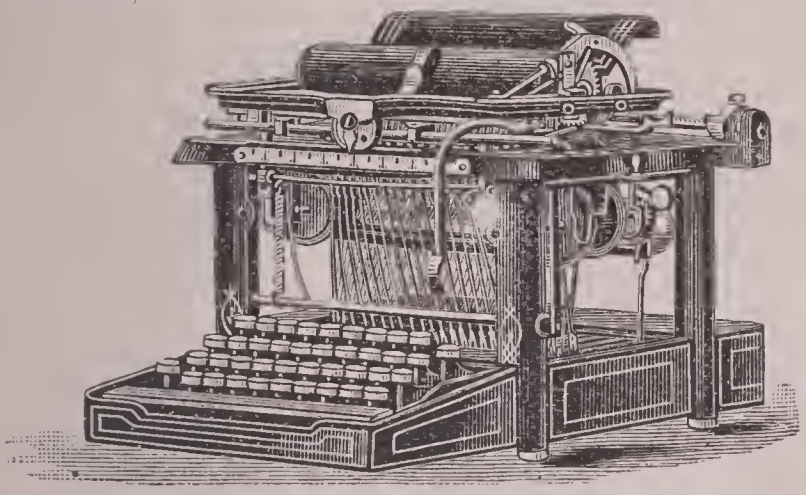
   These are of primary importance. One can do but little without a good, convenient desk. All styles and prices of desks and chairs may be secured of A. H. Andrews & Co., Chicago.
3. STUDY LAMP.
4. EYE SHADE.

   Too great care cannot be taken of the eye. The Students' Lamp is the best for desk use.
5. FOUNTAIN PEN.

   With a fountain pen, one is prepared for work anywhere and any time. Waterman's "Ideal" Pen gives universal satisfaction. Write L. E. Waterman Co., 155 Broadway, New York.
6. TYPEWRITER.

   This modern invention is of vast present importance, and has a still greater future before it. It is indispensable in every art, trade and profession. With it labors are lightened, time economized, and expenses reduced. It should be in every office. The Remington Standard Typewriter is the strongest made and the one that takes the the lead in popular favor.

Address, Wyckoff, Seamans & Benedict, Chicago, Ills.. or, Dahlberg, Irish & Co., Des Moines, Iowa.



7. LETTER PRESS.
8. BLOTTER BATH.
9. LETTER IMPRESSION BOOK.
   Every careful business man will keep copies of his important letters. Besides being convenient they serve as a safeguard.
   Shea, Smith & Co., 222—234 Van Buren St., Chicago, Ill.
10. CYCLOSTYLE.
    Manifold copies of certain papers save time and labor. These may be secured readily from the Cyclostyle or Edison Mineograph. Write Cyclostyle Co., LaSalle St., Chicago, for first, and C. A. Sibley, Chicago, for the latter.
11. LETTER SCALE.
12. POST OFFICE BOX.
13. STAMP BOX.
14. LETTER FILE.
15. LETTER OPENER.
16. PAPER FOLDER.
17. INKSTAND.
18. SPONGE CUP

19. MUCILAGE CUP.
20. SEALING WAX.
21. PAPER WEIGHT.
22. INK AND PENCIL ERASER.
23. SHEARS.
24. PUNCH AND RIVETER.
25. RUBBER BANDS.
26. RUBBER STAMPS WITH INK AND PADS.
27. RULE.
28. RULING PEN.
29. DRAWING INSTRUMENTS.
30. WASTE BASKET.

These desk supplies are very essential. With these articles near, one can work better and faster. Stationers' Sundries of latest improvement and modern design are to be had of Shea, Smith & Co., 222—234 Van Buren St., Chicago, Ill.

31. FILE HOLDERS.

Their advantages consist in facility for reference, economy of space and preservation of papers from wear and dust. They are made to use on ordinary shelves, or put up in cabinets. Every one should have a set of these holders in which to file away letters, pamphlets, etc., compactly and conveniently for ready reference. See cut page 108. Write E. W. Woodruff, Washington, D. C.

32. INDIAN CLUBS, OR DUMB-BELLS.

More and better literary work can be accomplished if judicial and regular physical exercise is taken. With the implements named, one can take, daily, sufficient exercise to preserve the body in a healthy condition. A. G. Spalding & Bros., Chicago, Ill.

33. LIBRARY.

The Library is the literary man's main dependence. Every cultured person should have at his command a well-selected and well-known library. The value of this collection does not depend upon the *number*, but upon the *choice* of books. No mistake should be made here.

I. BOOKCASE.

A good bookcase is indispensable. The books will be consulted more often if conveniently accessible. Then, too, they should be protected as things we love. No one will ever regret the sacrifice he makes in order to secure a good case for his books. Cases of all styles, of pattern and finish can be secured from S. A. Maxwell & Co., Chicago.

II. BOOKS.

Treasured up in books is the whole intellectual wealth of the world. In books are treasures which "increase by being consumed." By their aid the *past* becomes *present*, and the future may be anticipated. From them more enjoyment is to be had than from any other source.

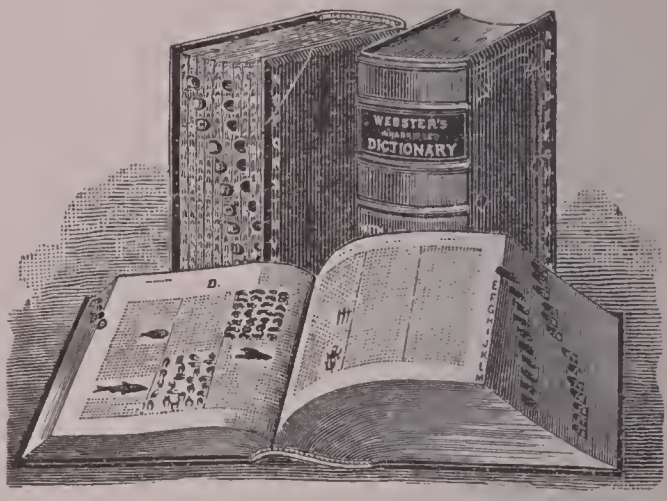
The following named books should serve as a nucleus for a library. Not one book should be omitted, but the list can profitably be extended.

Any book of this list, or all of them, can be secured from A. Flanagan, 185 Wabash Ave., Chicago, Ill.

(a) BIBLE.

There is a vast amount of satisfaction to be had from a Teacher's Edition, Oxford Bible. It is invaluable and indispensable.

(b) DICTIONARY.



Webster's is the standard and best dictionary. No home, or office should be without an unabridged. It should be the *second* book one buys.

A Dictionary Holder is of great value as it performs, by placing the dictionary more conveniently accessible an important function. The best upon the market is to be secured from R. M. Lambie, 38 East 19th St., New York.

(c) CYCLOPÆDIA.

A Cyclopædia covers the whole range of human knowledge. It embraces and popularizes every subject. It is instantly and constantly ready to furnish precisely the information wanted. No one has time to grope among a hundred different works for every fact required. With a Cyclopædia, embracing every important subject, and having its topics alphabetically arranged, not a moment is lost. The matter in question is found at once, digested, condensed, stripped of all that is irrelevant and unne-

cessary, and verified by a comparison of the best authorities.

Of all the excellent works of this nature published Appleton's American Cyclopædia is the best. It is sold only by subscription through their authorized agents. Write D. Appleton & Co., New York, or, M. L. Leonard, Agent, Des Moines, Iowa.

(d) ATLAS.

A good Atlas is a useful reference book. Cram's Universal Atlas is an excellent one published by Geo. F. Cram, Chicago, Ill.

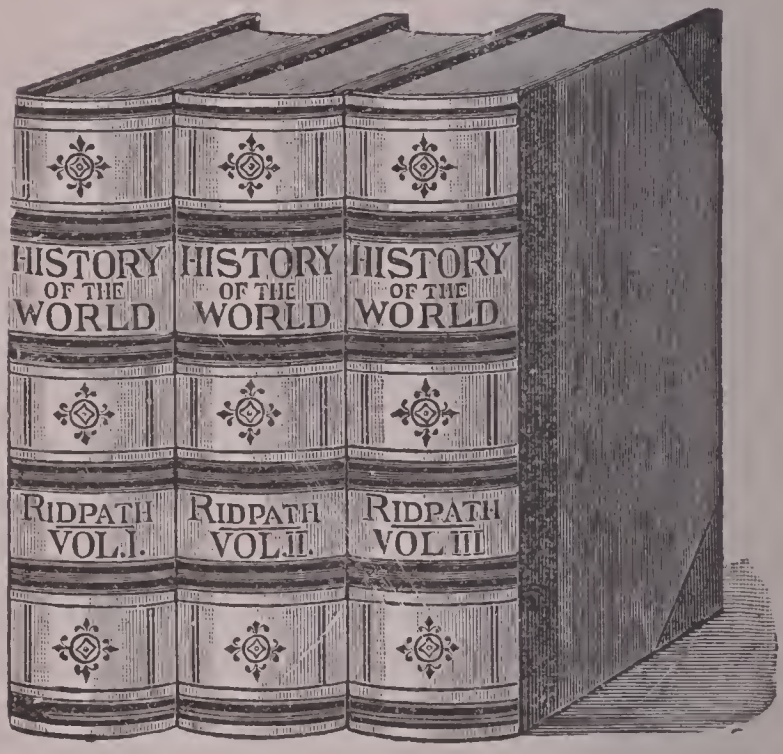
(e) U. S. HISTORY.

Every American should have a history of his country. Ridpath's U. S. History, in one large volume, is a popular, readable work. Lossing's Cyclopædia of U. S. History, in two large volumes, is a peculiarly valuable work. Its contents are not arranged chronologically, but alphabetically, thus its function is that of a labor-saving machine.

(f) HISTORY OF THE WORLD.

Ridpath's Cyclopædia of Universal History is an account of the principal events in the career of the human race from the beginnings of civilization to the present time. It stands without a peer. In composition classic; in subject matter comprehensive; in delineation picturesque and graphic; in conception unique and original; in arrangement dramatic; in tone elevating and refining; in illustrations superb, it is a perfect and popular work for the people. It is a complete historical library of three volumes published by the Riverside Publishing Co., St. Louis, Mo. It is sold only by subscrip-

tion. Address their authorized agent. John B. Hatch, Des Moines, Iowa.



(g) DICTIONARY OF DATES.

The best is Hayden's, published by G. P. Putnum's Sons, New York, N. Y.

(h) QUOTATIONS.

PROSE.

POETRY.

Allibone's Quotations of Prose and Poetry, one volume of each, is very complete and useful. Published by J. B. Lippincott & Co., Philadelphia, Penn.

(i) SYNONYMS.

Roget's Thesaurus, a Treasury of English Words and Phrases, is the best. It it classified and arranged so as to facilitate the expression of ideas and assist in literary composition. It should be on every writer's desk.

(j) AMERICAN LAW.

Walker's American Law, in one volume, is to American jurisprudence what Blackstone's Commentaries are to the English system. Every citizen should own and read this valuable, comprehensive, and systematic outline of American Law.

(k) THE BOOK LOVER.

This little gem of a book is a safe guide to the best reading. Not enough discrimination is exercised in the purchase and reading of books. A clear guide is essential and The Book Lover, by Baldwin, is admirably suited to the needs of Lovers of books.

The Course of Reading and Schemes for Practical Study, which it contains, are essential aids to one selecting books for the library. We had thought to name a few standard works of fiction, but concluded to recommend The Book Lover to the notice of the reader as especially serviceable to him in the difficult task of choosing books. I would add this, however, be sure to secure and read *Ben Hur*, by Lew Wallace; it is the greatest novel of the century and has an established place in popular favor.

(l) PAPERS.

LOCAL PAPERS.

DAILY OR TRI-WEEKLY.

It is not best to take too many papers, but those taken should be read. Surely one should be a regular subscriber for the local newspaper. In addition to this, if the local paper be not a daily, or tri-weekly, one should be taken.

(m) PERIODICALS.

The Book Buyer is a literary guide for busy

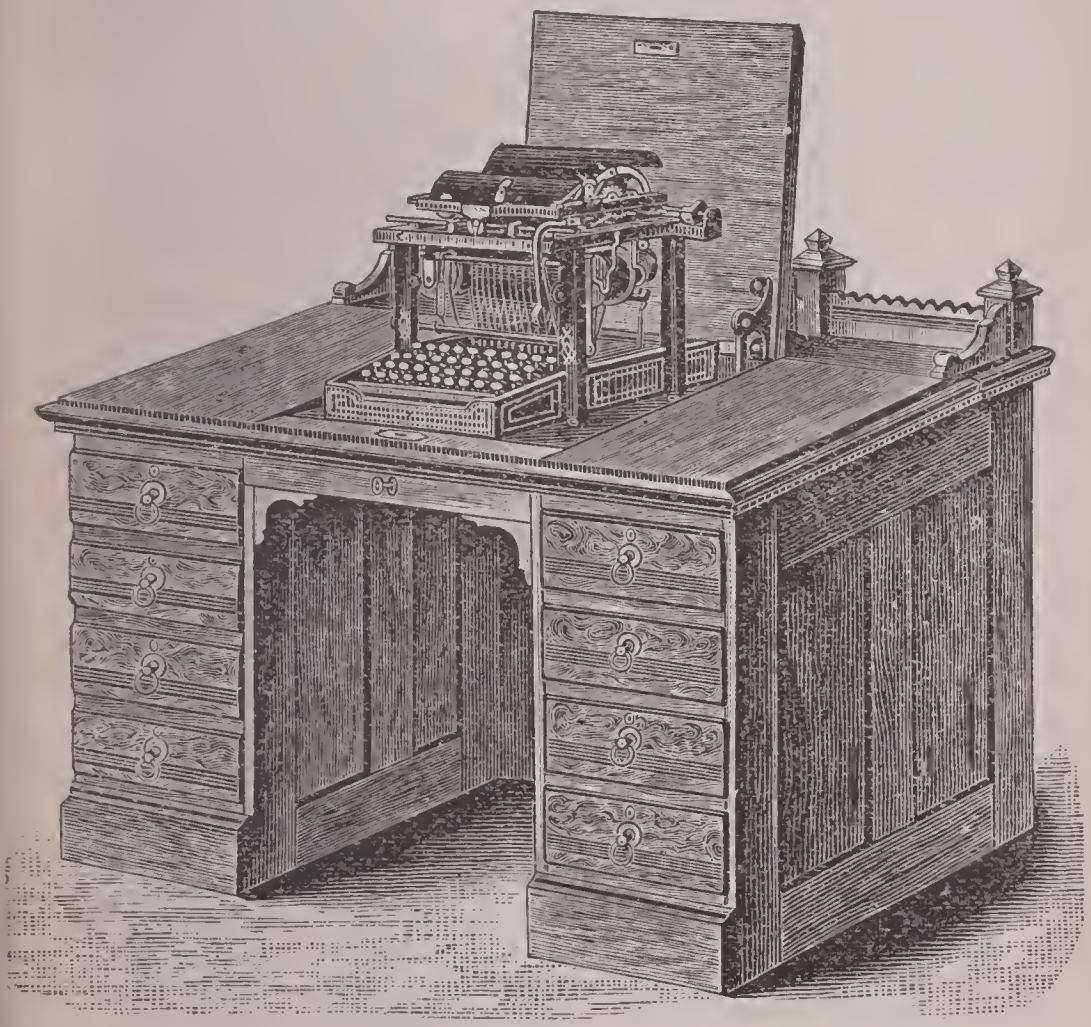
people, bright, newsy and compact. It gives a summary of American and foreign literature. Just the monthly for the literate. Published by Charles Scribner's Sons, New York.

The Century Magazine, undoubtedly, ranks first of all the able periodicals published in this country. Its fresh and entertaining articles of a general character make it a delightful monthly visitor to the general reader. Published by The Century Co., Union Square, New York.

REMINGTON

Standard Typewriter.

Eight-Drawer Drop Cabinet.



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